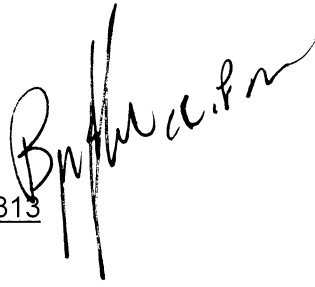


DATE: November 19, 2004  
TO: Municipal Clerk  
FROM: Byron E. Johnson, C.P.M.  
Director of Purchasing x 4313  
THRU: Aurora Wells  
Bid Clerk ext. 4038



Please place the following item on the **CONSENT** agenda for the Council Meeting of **NOVEMBER 30, 2004.**

Item should read as follows:

Request that the Director of Purchasing be authorized to exercise the City's option to extend the term of the agreement for one additional year, from December 28, 2006 to December 28, 2007 pursuant to the provisions of Contract 2004-018-C2 with Truck Enterprises, El Paso, Texas for Vehicle Body Repair & Painting.

Contact person: Jesus M. Juarez, Procurement Analyst at 541-4317.

\*\*\*\*\*  
AGENDA FOR: **NOVEMBER 30, 2004**  
\*\*\*\*\*

**CITY OF EL PASO, TEXAS  
REQUEST FOR COUNCIL ACTION (RCA)**

**DEPARTMENT:** Fleet Services

**AGENDA DATE:** November 30, 2004

**CONTACT PERSON/PHONE:** Byron E. Johnson C.P.M., Director of Purchasing

**DISTRICT(S) AFFECTED:** \_\_\_\_\_

**SUBJECT:**

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Exercise the option to extend contract 2001-1820  
for one year per the terms of the contract

**BACKGROUND / DISCUSSION:**

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

Truck Enterprises offered a one year extension  
of the heavy truck body repair contract.

**PRIOR COUNCIL ACTION:**

Has the Council previously considered this item or a closely related one?

Awarded original contract 12/19/2003

**AMOUNT AND SOURCE OF FUNDING:**

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

373700570 - 503125

Estimated annual expenditure is \$30,000<sup>02</sup>

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

NA

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**LEGAL:** (if required) NA **FINANCE:** (if required) NA

**DEPARTMENT HEAD:**

Jeffrey A. Bellis 11/8/04  
(Example)

if RCA is initiated by Purchasing, client department should sign also  
Information copy to appropriate Deputy City Manager


**APPROVED FOR AGENDA:**

**CITY MANAGER:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

DATE: November 10, 2004

TO: City Clerk

FROM: Byron E. Johnson/Jesus M. Juarez 

PURCHASING DEPARTMENT (915) 541-4308/4254

Please place the following item on the next CONSENT City Council Agenda.

Item should read as follows:

Request that the Director of Purchasing be authorized to exercise the City's option to extend the term of the agreement for one additional year, from December 28, 2006 to December 28, 2007 pursuant to the provisions of Contract 2004-018-C2 with Truck Enterprises, El Paso, Texas for Vehicle Body Repair & Painting.

OPTION NO.: ONE [OF ONE]

AMOUNT OF AWARD: \$30,000.00.

ACCOUNT NOS: 373700510-503125-45202

FUNDING SOURCE: FLEET SERVICE INTERNAL SERVICE FUND

DEPARTMENT: FLEET SERVICES

----- City Clerk's Use -----

ITEM NO. \_\_\_\_\_

## RESOLUTION

### BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

**THAT** the Director of Purchasing be authorized to exercise the City's Option to extend the term of the agreement for on additional year from December 28, 2006 to December 28, 2007, pursuant to the provisions of Contract 2004-018-C2, with Truck Enterprises, El Paso, Texas, for Vehicle Body Repair and Painting.

PASSED AND APPROVED this 30th day of November 2004.

CITY OF EL PASO

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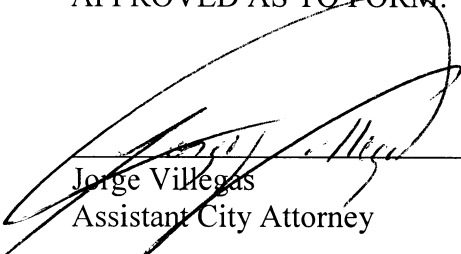
Joe Wardy  
Mayor

ATTEST:

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Richarda Duffy Momsen  
City Clerk

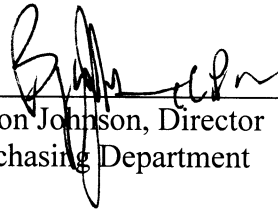
APPROVED AS TO FORM:



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Jorge Villegas  
Assistant City Attorney

APPROVED AS TO CONTENT:



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Byron Johnson, Director  
Purchasing Department

**City of El Paso  
Purchasing  
Department**

Date: November 10, 2004

TRUCK ENTERPRISES  
Mr. Danny Quintana  
13675 Gateway West  
El Paso, TX 79928

Ref.: Contract Title: Vehicle Body Repair &amp; Painting, Contract #2004-018-C2

Mr. Quintana:

The City of El Paso wishes to accept your offer to extend the period of Contract # 2004-018-C2 for a period of one (1) year from December 28, 2006 to December 28, 2007 as per your offer on the referenced requirement.

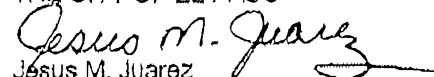
It is important that we receive your faxed response no later than today Wednesday, November 17, 2004. If agreeable to you, please sign below and fax it to us at (915) 541-4347.

We would also appreciate your returning an original signed copy of this letter to us at City of El Paso, Purchasing Department, Two Civic Center Plaza, El Paso, Texas 79901-1196.

Thank you for your understanding and cooperation.

Sincerely,

THE CITY OF EL PASO

Jesus M. Juarez  
Procurement Analyst  
915-541-4317[juarezjm@ci.el-paso.tx.us](mailto:juarezjm@ci.el-paso.tx.us)

We hereby extend the validity of our offer in response to Solicitation #2004-018-C2 to Date: December 28, 2007 for acceptance purposes.

Acknowledge: TRUCK ENTERPRISES  
Company Name11/10/04  
DateBy: Scott A. Syner  
Print Name of Authorized PersonMANAGER  
Title  
Signature

OPTION TO EXTEND THE TERM OF THE AGREEMENT - PLEASE CHECK APPROPRIATE BOX

**NOTE: \*NOT AN AWARD FACTOR**

The City at its sole discretion, may exercise any option to extend the term of the agreement, by giving the Contractor written notice within the time period noted on the selected options.

Bidder offers the City the option of extending the term of the contract for:

- ☒ One additional year at the same unit prices, if the option is exercised within:  
☐ Two additional years at the same unit prices, if the option is exercised within:

- A. One year from date of award of the contract. YES ☒ NO ☐  
 B. Two years from date of award of the contract. YES ☐ NO ☐  
 C. NO OPTION OFFERED ☐

PROMPT PAYMENT:

Unless a prompt payment discount is offered and accepted by the City of El Paso, payments will be made to the Contractor within thirty (30) days following acceptance of goods or services, or receipt of a properly prepared invoice by the City Department identified in the Invoice Instructions set forth on the Purchase Order, whichever is later. Any discount for prompt payment will be calculated from the day goods or services are accepted or when a properly prepared invoice is received. Payments will be considered to have been made on the date of mailing (postmark) of the payment check or, for an electronic funds transfer, the specified payment date. Invoices to be submitted in single copy.

PAYMENT TERMS : Please mark appropriate block.

<u>3</u> % - 10 Days	<input checked="" type="checkbox"/>
<u>    </u> % - 20 Days	<input type="checkbox"/>
<u>    </u> % - 30 Days	<input type="checkbox"/>
<u>Net</u> - 30 Days	<input checked="" type="checkbox"/>

LATE PAYMENTS:

Late Payment fees will incur at the State of Texas statutory rate.

BIDDER'S ( COMPANY ) NAME TRUCK ENTERPRISES

JOE WARDY  
MAYOR



**CITY COUNCIL**

SUSAN AUSTIN  
DISTRICT NO. 1

ROBERT A. CUSHING Jr.  
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO  
DISTRICT NO. 3

JOHN COOK  
DISTRICT NO. 4

DANIEL S. POWER  
DISTRICT NO. 5

PAUL J. ESCOBAR  
DISTRICT NO. 6

VIVIAN ROJAS  
DISTRICT NO. 7

ANTHONY COBOS  
DISTRICT NO. 8

OFFICE OF THE DIRECTOR OF PURCHASING  
TWO CIVIC CENTER PLAZA  
EL PASO, TEXAS 79901-1196

DATE: DECEMBER 19, 2003

TRUCK ENTERPRISES  
SCOTT A. SYNER  
13675 GATEWAY WEST  
EL PASO, TEXAS 79928

RE: NOTICE OF AWARD, CONTRACT 2004-018-C2 , FLEET SERVICES  
DEPARTMENT—VEHICLE BODY REPAIR & PAINTING, ITEM(s): GROUP II (all)

Dear Mr. Syner:

The City of El Paso has accepted your offer in response to our Solicitation (IFB) number 2004-018, for the Fleet Services Department- Vehicle Body Repair & Painting. Accordingly, you have been awarded referenced Contract, for items listed above, having an estimated value of \$30,000.00. The Purchase Order(s) encumbering funds for the anticipated requirements will be forthcoming from this department in accordance with the Availability of Funds clause.

The period of performance will be from December 28, 2003 thru December 28, 2006

Said contract, comprised of the solicitation (IFB), your offer and the Purchase Orders, constitute a final and complete repository of the agreements between the City and the Contractor. It

communications, representations, or agreements, subject matter of this Contract. Modifications to this in writing and signed by an authorized representative

Mr. Juarez who can be reached at (915) 541-4317 or Fax any questions you may have, and will assure that the pondence regarding this Contract should be sent to the Mr. Jesus M. Juarez. you.

Sincerely  
THE CITY OF EL PASO  
For: Byron E. Johnson, CPM  
Director of Purchasing  
By: *Jesus M. Juarez*  
Jesus M. Juarez  
Procurement Analyst

7003 1010 0004 5305 9198

<b>U.S. Postal Service™</b>	
<b>CERTIFIED MAIL™ RECEIPT</b>	
<i>(Domestic Mail Only; No Insurance Coverage Provided)</i>	
For delivery information visit our website at <a href="http://www.usps.com">www.usps.com</a>	
<b>OFFICIAL USE</b>	
Postage	\$
Certified Fee	
Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$
Postmark Here	
Sent To	
TRUCK ENTERPRISES	
Street, Apt. No., or PO Box No.	
13675 GATEWAY WEST	
City, State, ZIP+4	
EL PASO, TEXAS 79928	
PS Form 3800, June 2002 See Reverse for Instructions	